

Date: Thursday 5<sup>th</sup> November 2020

**Councillors:**

B E Dack (Chairman), N Andrews, P Daffarn, A M Hunt, V Khatwa, S Reader and N Reynolds

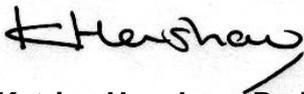
You are hereby summoned to attend the following meeting:

## Fairfield Parish Council Meeting

**Date/ Time:** Thursday 12<sup>th</sup> November 2020 at 7.00 pm

**Venue:** Virtual Meeting on Zoom. Meeting ID: 861 3570 1755 Passcode: 768258  
Phone numbers: 0203 051 2874, 0203 481 5237, 0203 481 5240

Members of the press and public are invited to attend.



Katrina Henshaw, Parish Clerk

## Meeting Agenda

### 192 Apologies for Absence

192.1 To receive any apologies for absence from Councillors.

### 193 Chairman's Notice

193.1 FPC's statement on commitment to openness and transparency is available on FPC website.

193.2 Please note that under FPC's policy of transparency and openness, permission needs to be requested if anyone wants to record part of whole of the meeting. Our current Zoom settings do not allow recording without the Chairman's permission.

193.3 To receive an apology from the Chairman regarding comments made at the September meeting.

### 194 Disclosures of Interest and Dispensation requests

194.1 To receive any declarations of interest from Councillors on matters contained in the agenda. If, at any time during the meeting, a Councillor feels they have an interest in an item being discussed they should declare it at that point.

194.2 To receive written requests for dispensations for declarable interests.

194.3 To grant any requests for dispensation as appropriate.

### 195 Council Minutes

195.1 To approve and sign as a correct record the minutes of the Parish Council meeting held on 8<sup>th</sup> October 2020.

## 196 Public Participation Session

- 196.1 Fifteen minutes is allocated for public participation. Up to five members of the public will be given no more than three minutes each to speak, provided the correct notice has been given to the parish clerk prior to the meeting.

## Planning and CBC Report

### 197 Planning Applications

- 197.1 **CB/20/03603/FULL 5 Burton Close**  
Single storey rear extension.  
**Decision required: FPC to agree response to CBC. Deadline is 13<sup>th</sup> November.**
- 197.2 **CB/20/03668/FULL 5 Paxton Drive**  
Demolish existing conservatory and build new infill extension.  
**Decision required: FPC to agree response to CBC. Deadline is 13<sup>th</sup> November.**
- 197.3 **CB/20/03935/FULL 33 Fleming Drive**  
Demolishing of existing conservatory for a single storey ground floor rear extension.  
**Decision required: FPC to agree response to CBC. Deadline is 27<sup>th</sup> November.**
- 197.4 **CB/20/03946/FULL 39 Fleming Drive**  
Single storey rear extension and rear entrance canopy.  
**Decision required: FPC to agree response to CBC. Deadline is 1<sup>st</sup> December.**
- 197.5 Any urgent planning applications received between 5<sup>th</sup> and 12<sup>th</sup> November 2020.

### 198 Planning Decisions

- 198.1 **CB/TRE/20/00432 Land to the rear of 30 Shaftesbury Drive**  
Works to a tree protected by a Tree Preservation Order: MB/TPO/99/001/G5: The Beech Tree adjacent to T1 collapsed onto a nearby property. T1 has been heavily reduced but the residents have asked for it to be removed.  
FPC had no comments on this and will leave it to the CBC Tree Officer to carry out appropriate investigations.  
**Consent was granted by CBC on 7<sup>th</sup> October 2020**
- 198.2 **CB/20/02928/FULL 35 Bronte Avenue. Deadline for comments to CBC is 6th October.**  
Single storey extension  
FPC had no objections to the basic principle of the application based on the information available but queried the felt roof. Materials are not specified and FPC request that there are conditions that the construction complies with the Fairfield Neighbourhood Plan Design Statement.  
**Full permission granted by CBC on 27<sup>th</sup> October 2020**
- 198.3 **CB/20/03267/FULL 1 Anderson Walk**  
Proposed single storey side / rear extension.  
FPC had no objections to the basic principle of the application based on the information available and providing there are conditions that the construction complies with the Fairfield Neighbourhood Plan Design Statement.  
**Full permission granted by CBC on 21<sup>st</sup> October 2020**
- 198.4 **CB/20/03216/FULL 9 Shaftesbury Drive**  
Rear veranda.  
FPC had no objections to the basic principle of the application based on the information available and providing there are conditions that the construction complies with the Fairfield Neighbourhood Plan Design Statement. Councillor Dixon advised that CBC Planning had confirmed that the design and access statement was submitted by the applicant, and they assured him the application was being assessed in compliance with the guidelines of the Fairfield Design Guides and Neighbourhood Plan.  
**Full permission granted by CBC on 26<sup>th</sup> October 2020**

198.5 **CB/20/03325/FULL 7 Burton Close**

Proposed single storey side extension.

FPC objected to the application due to the insufficient information about the specifications of the proposed roof lanterns, the proposed dimensions and the proposed materials.

**Full permission granted by CBC on 3<sup>rd</sup> November 2020**

**199 Planning Appeals**

199.1 **APP/P0240/W/19/3230774 Land adjacent to Wilbury Hills Cemetery**

Appeal by NHDC – CB/18/01615/OUT. Public enquiry to be held as a virtual event. Opening on Monday 22<sup>nd</sup> February 2021 at 10.00 am – currently scheduled for four sittings days.

**200 Central Bedfordshire Council Ward Members Report**

200.1 To receive a report from a CBC Ward Members on matters pertaining to Fairfield.

200.2 To receive an update on sharing a mobile CCTV with other parish councils.

200.3 To receive an update on recycling in Central Bedfordshire.

200.4 The consultation about restricting PDR in Fairfield ended on 26<sup>th</sup> October. To receive a report on the next stage.

## Decision items

**201 CCTV**

201.1 Following the recent anti-social behaviour incidents in Fairfield over the last couple of weeks, FPC has been asked to take some form of action and consider CCTV and/or paying for private security to patrol.

**Decision required:** FPC to discuss and agree action.

**202 Recycling bottle bank**

202.1 FPC has been asked for information on how to get the bottle banks replaced somewhere else as nearby resident are fed up with getting woken up early hours of the morning by it. They have contacted environmental health numerous times to no prevail.

**Decision required:** FPC to discuss and agree action.

**203 Allotments**

203.1 FPRA has advised that it has no objections to part of the cemetery area being utilised to provide allotments for residents. However, the Committee would appreciate being consulted when the plans are more formed.

203.2 To enable FPC to have approximately thirty allotment we will need to add about an acre of land to what we already have available to us (see 201.1 above). The Northerns (the tenant farmers of the land adjacent to this area) are happy to lease FPC an acre on a rolling twelve-month contract for £50 per allotment plot which equates to £750 per year.

**Decision required:** FPC to discuss and agree paying this rent, bearing in mind the rent charge for a full-size plot to an allotment holder is likely to be between £75 and £100.

203.3 Councillor Daffarn attended an 'Allotment Training Workshop on Tenancy Agreements and Policies'. This was highly informative and helpful. As well as a lot of information gleaned, FPC is now entitled to join the National Allotment Society at a reduced rate. The normal cost is £55 pa, but we can have a 10% reduction if we join within 8 weeks of this training session.

Local Authority membership gives the council access to initial legal advice from in-house lawyer and feedback from members is that this is the most valued part of council membership offer.

- Access to initial legal advice on a range of issues e.g. tenancy agreements, leases, land disputes, rent rises, health and safety, environmental, contract and company law and data protection.
- Template documents
- Support to develop sites or move to devolved management
- Quarterly magazine and e-news

**Decision required:** FPC to discuss joining the National Allotment Society.

Councillor Khatwa will be attending an 'Allotment Training Working on 'Site Facilities and Health & Safety' and Councillor Daffarn will be attending an 'Allotment Training Workshop on Self-Management by Associations'.

## 204 Orchards

- 204.1 FPC has requested permission from FHMC to do the suggested work by Bob Lever on the trees and planning permission has been applied for as some trees have TPOs.
- 204.2 To receive quotations from Colin Carpenter and Hislop & Co Horticulture Ltd and agree who to place the contract with, subject to permission from FHMC and CBC.
- 204.3 To agree to pay Colin Carpenter £25.00 for his advice on Memorial Trees.

## 205 Etonbury Green Wheel

- 205.1 To ensure continued progression of the Etonbury Green Wheel including the creation of missing links and the upgrading of certain sections, funding will continue to be required to support delivery by Bedfordshire Rural Communities Charity (BRCC). FPC to discuss committing to funding for financial year 2021/22) at the current funding level of at least £1,500 per year.

## 206 Benches at Cricket Ground

- 206.1 To discuss FPC buying five replacement seats for the Cricket Pitch at a cost of £549.00 + vat from Broxap – see <https://www.broxap.com/lakeside-anti-vandal.html> as this meets the design statement. To discuss seeking quotes for five concrete bases put in place so they do not get moved / pinched. Permission would need to be sought from FHMC and Cricket Club.

## 207 Luton Airport - proposed change in flight paths (Appendix A)

[https://consultations.airspacechange.co.uk/london-luton-airport/ad6\\_luton\\_arrivals/](https://consultations.airspacechange.co.uk/london-luton-airport/ad6_luton_arrivals/)

- 207.1 To consider whether FPC wishes to comment on the new proposals.

## 208 Local Council Administration

- 208.1 FPC to discuss purchasing the 12<sup>th</sup> edition of the Charles Arnold-Baker book at the reduced price of £119.99.

## Information items

### 209 Covid-19 Lockdown 2.0

- 209.1 The helpline and email address has been resurrected.

### 210 Gritting adopted roads

- 210.1 The Winter Service Lead Officer for CBC has confirmed that the highway authority are happy for Fairfield Parish Council to continue with the previous delegated function (gritting) agreement as an interim measure until a new Deed of Variation can be made and signed.

## **211 Remembrance Sunday**

211.1 To receive a report.

## **212 Proposed Carol Service**

212.1 To receive an update on the proposed event.

## **213 Pantomime**

213.1 Imajica Theatre have confirmed that they will roll over the 2020 pantomime booking for £800 for up to 2 performances (1 day) to December 2021, the date will be confirmed in Spring 2021.

## **214 Proposed Garden of Reflection**

214.1 Awaiting the survey report from CBC.

## **215 Transfer of the Community Hall**

215.1 To receive an update from Councillor Reader.

## **216 St Luke's Chapel**

216.1 To receive an update from Councillor Dack.

## **217 Additional Storage for Cricket Club / Green Storage Building**

217.1 FPC is trying to arrange a meeting with the Cricket Club Committee and the Directors of FHMC.

## **218 Proposed Trim Trail**

218.1 FPC is waiting to hear if Hotbed will grant permission to install some equipment on their land.

## **219 Crime figures**

219.1 During October there were two reported crimes in fairfield. These were both ABH.

## **220 Speed Watch Figures**

220.1 To receive Speed Watch figures for October.

# Finance and Correspondence

## **221 Finance**

221.1 FPC has received a Precept Request for 2021/22 from CBC with a deadline of 18<sup>th</sup> January. Councillors should therefore send information for the 2021/22 budget to the clerk as soon as possible so this can be discussed at the December meeting.

221.2 To receive bank reconciliation to 31<sup>st</sup> October 2020. **(Appendix B)**

221.3 To receive receipts and agree payments. **(Appendix C)**

221.4 To receive an update from the working group on opening a savings account.

## **222 Correspondence**

222.1 Any urgent correspondence received between 5<sup>th</sup> and 12<sup>th</sup> November 2020.

## **223 Any other business**

NB This is for exchange of information only. No discussions can take place, nor can any decisions or actions be agreed at this time.

## **224 Date of next meeting**

224.1 The next Parish Council meeting will be held on 10<sup>th</sup> December 2020 at 7.00 pm

## **Glossary of acronyms**

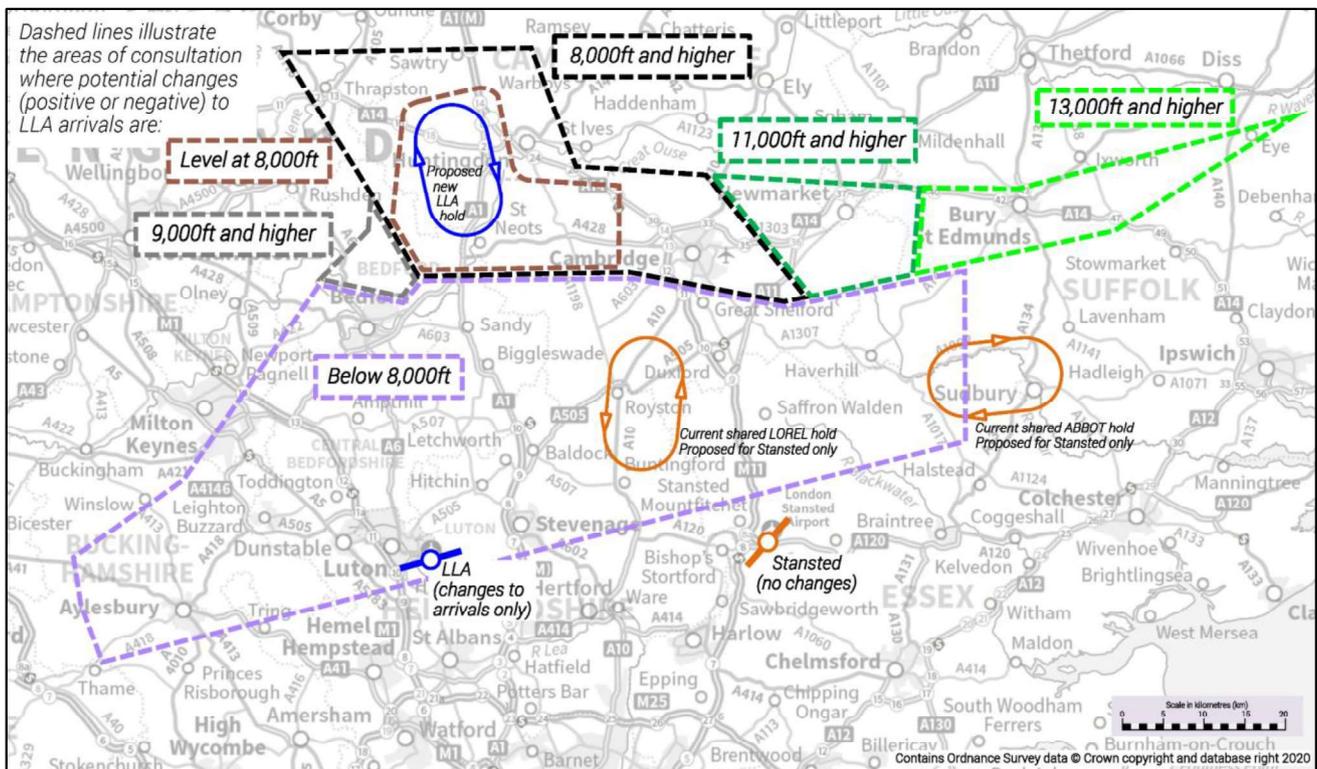
ABH	Actual bodily harm
BATPC	Bedfordshire Association of Town and Parish Councils
BRCC	Beds Rural Communities Charity
CBC	Central Bedfordshire Council
Covid-19	Coronavirus 2019
FHMC	Fairfield Hall Management Company
FPC	Fairfield Parish Council
NB	Nota bene (Latin phrase meaning “note well”)
NHDC	North Hertfordshire District Council
TPO	Tree Preservation Order

## 1. Executive Summary

- 1.1 This consultation is about a proposed change to the flightpaths of aircraft arriving at London Luton Airport (LLA).
- 1.2 It is sponsored jointly by NATS and LLA. NATS provides air traffic services at the airport itself and for the wider air route network across the country and LLA is responsible for the lower level arrival routes.
- 1.3 Air traffic control in the London region is complex, especially for aircraft arriving at LLA and London Stansted Airport because they are geographically close to each other. The current airspace design has been fundamentally unchanged in decades, since before the low-fare carrier expansion at both airports and their associated subsequent growth. It forces LLA and Stansted, which are two of the five busiest airports in the UK, to share the same arrival flows, in a relatively small region north of London (if combined, the figures for LLA and Stansted would make it the second busiest in the UK).
- 1.4 The more complex the airspace, the greater the need for the airborne holding of arrivals when it gets busy, delaying and disrupting the travelling public.
- 1.5 Controllers take each aircraft from the shared flows towards the destination airport, descending them safely to their respective runways. This can be an intense task and is unique in the UK; arrival flows to most busy airports are separated, by airspace design, higher and further away.
- 1.6 LLA's and Stansted's arrival flows are shared until aircraft descend through c.8,000ft (around 25 miles from the airport), which is comparatively close and leaves little room for controllers to operate. Any arrival delay or disruption at one airport causes unnecessary arrival delay to the other, because the flows are so closely shared.
- 1.7 During periods where the workload of our air traffic controllers is predicted to become too intense, safety dictates that we apply temporary limits (known as flow restrictions) to the numbers of aircraft that a controller can manage, before safe limits are exceeded. This causes delay to the travelling public (at both LLA and Stansted), and is a short-term, temporary solution to the underlying problem.
- 1.8 We have identified that, unless we do something now, the intensity of air traffic control workload may become unsustainable for air traffic controllers in the longer term. This would make arrival delays and airborne holding more common, creating increased environmental impacts - including the aviation fuel burnt and greenhouse gases, such as CO<sub>2</sub>.
- 1.9 The amount of air traffic has been impacted by the 2020 coronavirus pandemic, but the need to change the design of this airspace remains. We must ensure it is fit for purpose when traffic recovers to pre-pandemic levels, and we must allow for future growth.
- 1.10 We propose to reduce this complexity by moving LLA's arrival flightpaths, leaving Stansted's arrival flows unchanged. This would reduce air traffic controller workload because the arrival flows to each airport would be separated further out and higher up, assuring a safe and efficient operation for the future.
- 1.11 We are not proposing any change to the way aircraft depart from LLA, nor would there be changes to the way Stansted arrivals and departures fly under this proposal.
- 1.12 Within this consultation we have described the impacts of no-change, and two options for airspace change to address the complexity issue.
- 1.13 The **first option** seeks to establish a new airborne hold, or stack, for LLA arrivals, with associated airspace and air routes, above approximately 8,000ft. From that new hold, the method air traffic controllers use to bring arrivals from 8,000ft to the runway would be similar to today – providing each aircraft with heading, descent and speed instructions, manually managing each flight (known as vectoring). This reduces complexity and minimises the change from today's flightpaths at lower altitudes.
- 1.14 The **second option** also seeks to establish a new airborne hold, or stack, for LLA arrivals, with associated airspace and air routes, at 8,000ft and above. From that new hold, air traffic controllers would still use the vectoring method described in the first option, to descend aircraft to the runway. However, there would also be a number of predetermined arrival flightpaths which aircraft could fly automatically and

without intervention by controllers. These predetermined arrival flightpaths would reduce air traffic complexity even more than the first option, making this our preferred option.

1.15 The areas for consultation are shown below:



- 1.16 If we were to do nothing, the current situation can be managed safely in the short term, however this would not be sustainable once traffic grows beyond pre-pandemic levels. There is the potential for a reduction in safety as a result of increased arrival delay if we were to do nothing. We must be prepared for those levels of traffic, and airspace changes such as this take time to progress.
- 1.17 We have described the no-change option solely as a baseline for comparison, between the proposed options and what happens today, so that you can determine if you will experience any change.
- 1.18 Consultation is an essential part of the airspace change process. It allows us to explain our proposal in a fair, transparent and effective way, and gather information to understand views about the impact of the options presented. It allows stakeholders to provide relevant and timely feedback to us, which we can then use to inform our final proposal.
- 1.19 This consultation started at 0001 Monday 19<sup>th</sup> October 2020 and closes at 2359 Friday 5<sup>th</sup> February 2021, a period of 15 weeks and 5 days.
- 1.20 We expect to submit a formal Airspace Change Proposal (ACP) to the Civil Aviation Authority (CAA) in June 2021.
- 1.21 If approved by the CAA (the regulator), we plan to implement the change no earlier than February 2022.

## Appendix B - Bank Reconciliation at 31<sup>st</sup> October 2020

Where the money is	Value
Unity Trust	£230,099.48
Cash Plus Card	£312.79
Petty Cash	£0.00
<b>Total Money</b>	<b>£230,412.27 (1)</b>
<b>Cash Book</b>	
Total Receipts	£111,560.61
PLUS balance carried over 1 <sup>st</sup> April 2020	£179,347.06
LESS Total Payments	£60,495.40
<b>Total Money in cash book</b>	<b>£230,412.27 (2)</b>

As (1) and (2) are equal there are no issues to report.

## Appendix C Receipts

From whom	Description	Total
HMRC	Q2 VAT Refund	£4,729.14
<b>Total</b>		<b>£4,729.14</b>

## Payments

To whom	Description	Total
Katrina Henshaw	October wages	£645.17
HMRC	October Tax and NI	£209.46
Asentric	Clerk's Pension	£150.00
EE	Mobile phone – October	£10.46
Mail Chimp	Monthly subscription	£23.96
Herts Full Stop	Stationery`	£80.62
Fairfield Community Hall	Sep and Oct room rent for Scouts less credit for March	£178.00
BATPC	Allotment Training Vinesh and Penny	£90.00
Amazon	Laptop charger	£20.95
Hislop & Co Horticulture	Maintenance contract – October	£1,200.00
	Community Garden Maintenance	£120.00
COLIN carpenter	Advice for Memorial Trees	£25.00
BRCC	Contribution towards the development and enhancement of the Etonbury Green Wheel 2020/21	£1,500.00
Vida xl	Storage Sheds	£1,339.96
Lady Haig	Remembrance Sunday wreath	£72.00
Amazon	Mats for Remembrance Sunday	£51.49
Central Bedfordshire Council	Sponsored school crossing patrol September 2020 – July 2021	£4,000.00
Graphix	Halloween Banner	£36.00
<b>Total</b>		<b>£9,753.07</b>

**15.10.2020 Transferred £1,000 to Cash Plus Card so storage sheds can be purchased online.**

**19.10.2020 transferred £300.00 to Cash Plus Card**